

**Minutes**  
Winchester Department of Social Services  
Advisory Board Meeting  
Thursday, February 27, 2014

**Members Present:** Allyson Pate, Betty Curtis, Marie Imoh, Rex Marshall, Nathaniel Prezzy, Les Taylor

**Members Absent:**, Kathy Tagnesi, Tricia Stiles, Patrick Wingfield

**Staff/Guests:** Georjean Coco (WDSS Assistant Director), Jaimi Lineberg (WDSS Foster Care Coordinator), Nancy Valentine (WDSS Finance Director), Vicki Whitmore (WDSS Benefits Supervisor), Sarah Wingfield (WDSS Family Services Coordinator), Connie Greer (WDSS Fiscal Assistant)

**RECAP OF BOARD VOTES:**

**Motions:**

Motion to Adopt Minutes of January 23, 2014 Advisory Board Meeting

Motion to Nominate Mr. Prezzy as Chair, and Ms. Stiles as Vice-Chair of the Winchester Social Services Advisory Board

Motion to adjourn Advisory Board Meeting

**Action:**

1<sup>st</sup>: Ms. Curtis

2<sup>nd</sup>: Mr. Prezzy

1<sup>st</sup>: Ms. Curtis

2<sup>nd</sup>: Mr. Taylor

1<sup>st</sup>: Mr. Prezzy

2<sup>nd</sup>: Ms. Imoh

**Status:**

Approved

Unanimously

Approved

Unanimously

Approved

Unanimously

Item	Discussion	Action
<b>Call to Order/Approval of Minutes</b>	<ul style="list-style-type: none"> <li>The meeting was called to order at 4:00 pm by Allyson Pate, Chair</li> </ul>	<ul style="list-style-type: none"> <li><i>Introductions of current members and guests.</i></li> <li><i>Ms. Curtis motioned to approve the January 23, 2014 Meeting Minutes; Mr. Prezzy seconded the motion. The motion was approved unanimously.</i></li> </ul>
<b>Announcements</b>	<ul style="list-style-type: none"> <li>Winchester Citizens Insight Academy</li> <li>The Social Services Department is currently hiring for four positions in the agency.</li> <li>Medicaid conversion</li> </ul>	<ul style="list-style-type: none"> <li><i>Participants will visit WDSS on March 6; Board members are invited to attend</i></li> <li><i>Staff is exerting tremendous effort to keep up with demands.</i></li> <li><i>Automation of the Medicaid conversion has started; will be complete by March 2015</i></li> </ul>
<b>Staff Report</b>	<ul style="list-style-type: none"> <li>March is Family Services Worker Appreciation Month</li> <li>WDSS has a couple of students taking family services internships within the</li> </ul>	

## Minutes

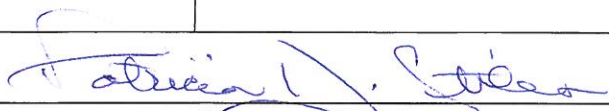
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Item	Discussion	Action
	Agency <ul style="list-style-type: none"> <li>Crisis assistance is available through March 17<sup>th</sup>.</li> <li>Motherhood/Fatherhood program is currently tabled due to lack of funding.</li> </ul>	
<b>Committee Reports</b>	<ul style="list-style-type: none"> <li>PR Committee Report</li> </ul>	<ul style="list-style-type: none"> <li><i>None</i></li> </ul>
<b>Old Business</b>	<ul style="list-style-type: none"> <li>Appointments and Reappointments of Board Members</li> <li>Nomination of Officers</li> </ul>	<ul style="list-style-type: none"> <li><i>There is one (1) pending vacancy on the Board. Ms. Pate is the next board member whose term expires March 31, 2014. Recommendations of qualified or interested City residents should be sent to City Council as soon as possible.</i></li> <li><i>Ms. Curtis motioned to nominate Mr. Prezzy as Chair, and Ms. Stiles as Vice-Chair of the Winchester Social Services Advisory Board; Mr. Taylor seconded the motion. The motion was approved unanimously. Mr. Prezzy chaired the remainder of the meeting.</i></li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>Annual Report</li> <li>Winchester Strategic Plan Presentation</li> </ul>	<ul style="list-style-type: none"> <li><i>Ms. Coco reviewed the WDSS Annual report with the Advisory Board. Members asked a few questions; minor revisions were suggested. Ms. Pate was requested to write the "Letter to the Citizens of Winchester" presenting the report.</i></li> <li><i>Rescheduled to March Advisory Board Meeting.</i></li> </ul>

## Minutes

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Item	Discussion	Action
<b>Date and Location of Next Meeting/Adjournment</b>	<ul style="list-style-type: none"><li>The next Social Service Advisory Board meeting will be Thursday, March 27, 2014, 4:00 pm in the DSS Board Room.</li></ul>	<ul style="list-style-type: none"><li>Mr. Prezzy motioned to adjourn the meeting at 4:45 pm. Ms. Imoh seconded; the motion passed unanimously.</li></ul>

  
Signature

3/27/14  
Date

### Attachments:

1. Draft Winchester Department of Social Services FY2013 Annual Report